

BLUFFTON TOWN COUNCIL MEETING MINUTES  
JULY 12, 2016

Mayor Lisa Sulka called the meeting to order at 6:00 p.m. Council members present were Mayor Pro Tempore Larry Toomer, Fred Hamilton, Harry Lutz and Dan Wood. Town Manager Marc Orlando, Deputy Town Manager Scott Marshall, Director of Finance Shirley Freeman, Director of Growth Management Heather Colin, Major/Deputy Chief Joseph Manning, and Town Attorney Terry Finger were also in attendance.

Pledge of Allegiance and Invocation was given by Mayor Sulka with reading the "Prayer of Peace".

Adoption of Agenda:

**Wood moved to adopt the agenda as presented. Toomer seconded. The motion carried unanimously.**

Adoption of Minutes:

- a. Minutes of Regular Town Council Meeting of June 12, 2016:  
**Hamilton moved to adopt the minutes of June 12, 2016 as presented. Lutz seconded. The motion carried unanimously.**
- b. Minutes of Town Council Workshop of June 21, 2016:  
**Wood moved to adopt the minutes of June 21, 2016 as presented. Toomer seconded. The motion carried unanimously.**

Presentations, Celebrations and Recognitions:

**Mayor Sulka** acknowledged Makenzie Stubbs as the Bluffton School District Character Education Student for the Month of May. Makenzie is a first grade student from Pritchardville Elementary. The Character Trait for May is responsibility and cooperation. **Mayor Sulka** read the Gullah/Geechee Nation Appreciation Week Proclamation which was accepted by Queen Quet, Chieftess and Head of State for Gullah/Geechee Nation.

**Town Manager Marc Orlando** introduced new employees as follows:

- Heather Colin, Director of Growth Management
- Richard Spruce, Chief Plans Examiner
- Rich Gammon, Senior Planner
- Kevin Icard, Planning & Growth Community Development Manager

Public Comments:

**Alyson Barber**, 205 Cotton Field Lane West, introduced herself as the new Executive Director of Bluffton Self Help.

**Diana Radcliffe**, 4 Daxbury Lane, Friends of Bluffton Dog Park Treasurer, thanked and appreciated Town Council's endeavors toward the Bluffton Dog Park.

**Margie Fox**, 2 State of Mind, stated the bars located in the Promenade are violating the noise ordinance. She can hear the music late at night inside her home. She also stated that the proposed Bed & Breakfast to be located in the Promenade should be relocated due to the already existing parking issues.

Communications from Mayor and Council:

**Hamilton:**

- Everyone should support the "Prayer of Peace" for a better world and be proactive to the vision. As leaders, we need to be more responsible in taking a stand in promoting peace and justice. Hamilton stated he will take that stand.
- Affordable housing gives individuals opportunities to own a home. He requested Brad Mole, Town of Bluffton's Community-Business Development Coordinator, to speak on affordable housing. Brad discussed the Island Packet's article titled "Big Cities Where Homes Remain Affordable" keeping the subject at the forefront of our minds. He also commended the Affordable Housing Committee for their passion and dedication towards providing affordable housing for the Town of Bluffton.

**Mayor Sulka:**

- Announced the Bluffton Police Department will host their third National Night Out event on August 2<sup>nd</sup> at the Law Enforcement Center at Buckwalter Place.
- Recognized Beaufort County Councilman Tabor Vaux, former Town Council members Oliver Brown and Mike Raymond.
- A community prayer and faith vigil was held Sunday evening to honor those killed in Baton Rouge, Minneapolis and Dallas. It was a great event.
- Discussed articles relating to her making money as Mayor. She and Council do not serve to make money. All of Council serves for the right reasons and she is very proud to sit with the current Council members. She decided to talk about it because of continuing public comments and newspaper articles on her from one individual.

May River Quarterly Update:

Kim Jones, Watershed Management Division Manager, gave an overview.

In response to the closure of shellfish harvesting beds in the headwaters of the May River, Town of Bluffton Town Council adopted by Resolution the May River Watershed Action Plan (Action Plan) as a supporting document to the Comprehensive Plan in November 2011. The intended use of the Action Plan is a work plan and guiding document to restore shellfish harvesting throughout the May River and to protect such uses into the future through a combination of projects, policies and programs.

Below are several key items from each category of the May River Watershed Action Plan Update:

**A. Projects:**

1. *319 Grant Phase 2: Pine Ridge Stormwater Pilot Project* – This stormwater volume-reduction project via stormwater re-use as sub-surface irrigation was awarded to Willow Tree Landscaping in January 2016 with construction beginning in February. Final construction completed in June 2016 with grant closeout to begin in August 2016. (Continued)

May River Quarterly Update - Continued:

2. *Stoney Creek Wetlands Restoration* – Following receipt of the draft water budget including hydrology and hydraulics reports in April 2016, data collection was extended for an additional two (2) months due to above average rainfall over the winter.
3. Additional 319 Grant proposals submitted on May 6, 2016 with funding notification anticipated by July 31, 2016 for the following projects:
  - a. *May River Preserve Stormwater Pond Development*
    - The Action Plan identifies this area as a priority project located in the Stoney Creek sub-basin. The proposed project will provide stormwater treatment via a nine-acre, shallow pond adjacent to the May River Preserve development.
    - \$231,350 grant request in support of estimated total project cost of \$390,345.
  - b. *Buckwalter School Campus Pond Retrofit*
    - The Action Plan identifies this area as a priority project. The project is similar in scope to the recently completed Pine Ridge project.
    - \$381,200 grant request in support of estimated total project cost of \$640,400.

**B. Policies:**

1. *Mandatory Sewer Connection Ordinance* – Completed
2. *Sewer Connection Policy and Program* – This initiative is included in the adopted Strategic Plan FY 2017 – FY 2018. The goal of the Sewer Connection Policy and associated Program is to provide assistance with the construction costs for individuals to connect to sanitary sewer within 300 feet of the parcel in question.

**C. Programs:**

1. *Neighbors for Clean Water* –  
The scope of this stormwater public outreach and involvement initiative was expanded to include all four (4) municipalities (Town of Bluffton, Town of Hilton Head, Town of Port Royal and City of Beaufort) and unincorporated Beaufort County via an Intergovernmental Agreement to cost-share mutual expenses. The expanded scope allows for consistent branding, messaging, and cost-effectiveness by pooling resources. Clemson Extension's Carolina Clear will be the contractor to provide these services countywide.

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May River Quarterly Update - Continued:

*2. Water Quality Monitoring –*

- a. Weekly water quality monitoring is ongoing via a Memorandum of Understanding with the University of South Carolina Beaufort (USCB) for the water quality laboratory. Weekly sampling includes approximately two dozen sites in key drainages of the May River headwaters, in coordination with Beaufort County, for bacterial indicators and *in situ* parameters. The results of these tests identify water quality - improvement project locations and determine project efficiency and impact. Most recent activity in Bluffton was in support of the 16th Annual May River Cleanup, marking approximately 175 storm drains with “no dumping, drains to river” placards, and constructing and installing a floating wetland at MC Riley Elementary School.
- b. Recent results show the New Riverside Pond Pilot Project to be effective at removing bacteria (approximately 90% reduction), however downstream bacteria concentration levels are not significantly impacted. Next steps are to determine potential source of downstream loading of bacteria.

May River Road Streetscape Project Update:

Scott Marshall, Deputy Town Manager, gave an overview. Improvement of the May River Road corridor is an implementation step of the Town of Bluffton Old Town Master Plan, supported by the Comprehensive Plan and the SC 46 Corridor Management Plan. The final phase of the May River Streetscape will improve approximately 2,875 linear feet of May River Road, beginning at the intersection of Jennifer Court, and ending approximately 100 linear feet east of the intersection with Pin Oak Street. The addition of sidewalks, curb and gutter, on-street parking, landscaping and lighting will improve the appearance of the corridor, while increasing safety for pedestrians. With the completion of this project, pedestrian connectivity is provided from the Historic District to Buck Island Road.

**June Updates:**

- Received and responded to SCDOT comments on Encroachment Permit
- 38 Total easements needed
  - All owners contacted; most are amenable
    - 27 Easements have been granted
    - Owners of 8 easements have agreed in principle; will sign
    - Owners of 3 easements have not signed, negotiations are in progress

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May River Road Streetscape Project Update – Continued:

- Landscape/hardscape design being finalized with J.K. Tiller Associates
- Roadway construction contract request for bids re-issued following June Town Council meeting; bids are due on July 18
- Project roadway schedule and costs will be refined after construction contract award
- J.K. Tiller Associates finalizing landscape/hardscape design
- Construction bids are due on July 18<sup>th</sup>
- Project roadway schedule and costs will be refined after construction contract award

Consideration of an Ordinance Approving an Amendment to the Town of Bluffton Code of Ordinances, Chapter 26, *Traffic and Motor Vehicles*, which would result in the Addition of a New Article VII, *Towing and Wrecker Services*, for the Purpose of Regulating the Safe and Efficient Removal, Storage, and Safekeeping of Certain Towed Vehicles – Final Reading:

Major Joseph Manning, Deputy Police Chief, gave an overview. Currently the Town ordinance *2008-23, & 18.310 Article III – Parking, Standing, and Stopping* states the procedures for the removal of vehicles by the Bluffton Police Department. In addition, the Bluffton Police Department has *Standard Operating Police #501 Traffic Services and Towing*, which provides the objective and policy about towing vehicles. In researching the ordinance and policy, it would be more consistent with merging the two and provide more specifics on reasons for towing, what tow companies are legally allowed to participate in an on-call rotation, and the responsibilities/expectations of each tow company.

Discussion Items:

Review revisions to proposed ordinance suggested during June 14 meeting to include grace period of 90 days for Tow Companies to comply with new ordinance.

Review map showing three areas in town limits that allow light industrial zoning for open air parking lots.

**Hamilton moved have final reading on an Ordinance Approving an Amendment to the Town of Bluffton Code of Ordinances, Chapter 26, *Traffic and Motor Vehicles*, which would result in the Addition of a New Article VII, *Towing and Wrecker Services*, for the Purpose of Regulating the Safe and Efficient Removal, Storage, and Safekeeping of Certain Towed Vehicles. Wood seconded. The motion carried unanimously.**

Consideration on an Amendment to The Town of Bluffton Municipal Code, Chapter 22, Streets, Sidewalks and Other Public Property, Article 5, Bluffton Dock, Section 22, for the Purpose of Amending the Section to be Inclusive of Rules to Bluffton to Accommodate Safe Operations of all Docks under the Jurisdiction of the Town of Bluffton – First Reading:

Scott Marshall, Deputy Town Manager, gave an overview. With the recent renovation and assumption of management of Oyster Factory Park, activity associated with the new dock and the enhanced boat landing has increased.

The increase in activity, associated with the ownership of three docks (Oyster Factory Park, Calhoun Street and Palmetto Bluff) calls for a more comprehensive set of laws to ensure safe operation and uniform compliance at these venues.

The language of the existing ordinance addresses the "Bluffton Dock," and does not specify which dock. Further, it does not address boat landings. It encompasses all docks, boat ramps and piers within the jurisdiction of the Town of Bluffton. The proposed amendment retains original language pertaining to dock use and rules. Several sections have been added to provide general prohibitions, expand on the dock rules already codified, and to establishing boat landing rules. The language that has been added was modeled after the Beaufort County's Ordinance on boat landings and docks.

**Council was in consensus to revise the wording on the sign for the "Mooring – For more Than 4 Hours Unattended" for a better understanding. There was also discussion on lowering the hours from 4 to 3 and also enforcement on the rules.**

**Toomer moved to have first reading on the Amendment to The Town of Bluffton Municipal Code, Chapter 22, Streets, Sidewalks and Other Public Property, Article 5, Bluffton Dock, Section 22, for the Purpose of Amending the Section to be Inclusive of Rules to Bluffton to Accommodate Safe Operations of all Docks under the Jurisdiction of the Town of Bluffton. Lutz seconded. The motion carried unanimously.**

An Ordinance Authorizing the Sale of Certain Property Owned by the Town of Bluffton within Bluffton Village to Dolnick Properties, LLC Consisting of an Approximately 0.63 Acre and Identified as Parcels R610 039 000 0716 0000 and R610 039 000 0722 0000, the Transfer of Development Rights, and the Conveyance of an Infrastructure Easement  
First Reading:

Marc Orlando, Town Manager, gave an overview. The Town acquired a total of 0.603 acres within Bluffton Village for \$387,409.80 on August 27, 2013. This purchase was made to provide an option for a future Town Hall location. Since this purchase, Town Council has authorized the Town Manager to move forward with the renovation of the existing Town Hall at 20 Bridge Street for which the Town has a lease until 2099 with the Beaufort County School District at the rate of \$1 per year.

Including the purchase price and carrying costs to date, the Town has invested \$486,959 in the Bluffton Village property.

Further, per the guidance provided in the South Carolina Attorney General Opinion dated July 8, 2013, there are no statutes requiring an appraisal or public bidding for the sale of municipal property. However, the opinion does caution that the Town should receive some consideration of reasonable equivalent value.

At the Strategic Planning Workshop held on February 10-11, 2016, Town Council directed Town Staff to make available for purchase the Town-owned property located within Bluffton Village. As a result of media coverage regarding this discussion at the Strategic Planning Workshop, Town Staff received two Letters of Intent (LOI) on the property.

The first LOI was from Tim Dolnik representing South Carolina Realty Advisors, LLC and was shared with Town Council during Executive Session on March 8, 2016. The second LOI was from Vonnie Majewski representing B2K, LLC and was received on March 25, 2016.

Following the Executive Session of May 10, 2016, Town Staff contacted both potential purchasers of the property and requested the submission of a highest and best offer, excluding a commission allowance and with notice of the Town's intention to record a deed restriction and a development rights restriction prohibiting alcohol sales on the Property.

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An Ordinance Authorizing the Sale of Certain Property Owned by the Town of Bluffton within Bluffton Village to Dolnick Properties, LLC Consisting of an Approximately 0.63 Acre and Identified as Parcels R610 039 000 0716 0000 and R610 039 000 0722 0000, the Transfer of Development Rights, and the Conveyance of an Infrastructure Easement  
First Reading - Continued:

On May 16, 2016, South Carolina Realty Advisors, on behalf of Dolnick Properties, LLC, (herein "Dolnik") submitted a highest best offer, a copy of which is attached to this report as Attachment 1, and is summarized below:

	SC Realty
Purchase Price:	\$582,000
Commission %:	0.00%
Commission Fee:	\$0.00
*Seller Costs:	\$7,000
Total Proceeds:	\$575,500
Inspection Period:	not specified
Closing Period:	30 Days
Use:	Mixed Use
Restrictions:	Alcohol sales prohibited

\*fees are estimated based standard rates (Continued)

On June 8, 2016, the Town Council, by majority vote, approved the "Motion to authorize the Town Manager to enter into negotiations for the sale of Town-owned property within of the restriction on the sale of alcoholic beverages against the Property and offered an increased Purchase Price of Five Hundred Ninety-One Thousand and No/100 (\$591,000.00) Dollars.

Since the submission of the Letter of Intent and the offer of the increased Purchase Price, Dolnik and the Town have prepared a draft Agreement for Purchase and Sale outlining specific details of the property transfer such as the purchase price, property description, due diligence period, contingencies, pro-rations and closing date.

Further, the draft Agreement is attached hereto as Attachment 2 and includes specific provisions of the sale including:

1. Development Rights. In accordance with the Bluffton Village Development Agreement, the Bluffton Village Town Center Declaration and the State Street Commons Declaration, the sale of the Property will transfer 16,675 heated square feet of development rights for Parcel A and 18,615 heated square feet of development rights for Parcel B for a total combined sum of 35,290 heated square feet of development rights for the Property to Dolnik. The Purchaser will not receive a separate Assignment and Assumption of Rights and Obligations Under Development Agreement as the Development Rights were vested in the Property upon the recordation of the Bluffton Village Town Center Declaration. (Continued)



An Ordinance Authorizing the Sale of Certain Property Owned by the Town of Bluffton within Bluffton Village to Dolnick Properties, LLC Consisting of an Approximately 0.63 Acre and Identified as Parcels R610 039 000 0716 0000 and R610 039 000 0722 0000, the Transfer of Development Rights, and the Conveyance of an Infrastructure Easement First Reading – Continued:

2. Termination or Assignment of Infrastructure Easement Agreement. The Town initially purchased 11 lots in Bluffton Village in 2013. With original development plans for the Property envisioning a single government building occupying the 11 parcel tract, the Town decided to consolidate the lots and recorded a boundary consolidation survey to accomplish the same. Due to POA common area dividing the lots, the Town consolidated the 11 lots into two lots separated by that POA common area. The Town then acquired an Infrastructure Easement over that common area owned by the POA so that a skybridge could be constructed connecting the two proposed buildings. As the Infrastructure Easement will no longer be needed by the Town, the Purchase and Sale Agreement provides a contingency in favor of the Town whereby the Town can either assign the easement to Dolnik or terminate the same, depending on which option Bluffton Village POA approves.
3. Restrictive Covenant Prohibiting Alcohol Sales. In accordance with Town Council directive, the Purchase and Sale Agreement acknowledges the Town's intention to establish and record a restrictive covenant prohibiting the sale of beer, wine, liquor and any and all other alcoholic beverages on the Property, and that such restriction will run with the land and may only be released with the express written consent of Town Council.

**NEXT STEPS:** Upon First Reading approval of the Ordinance by Town Council, the following next steps will be implemented:

1. Finalize and execute the Purchase and Sale Agreement and its associated exhibits.
2. Dolnik to complete due diligence activities within 60 days of the execution of the Purchase and Sale Agreement.
3. In accordance with Section 5-7-40 and 5-7-260 of the South Carolina Code of Laws and Sections 2-13(a)(8) and 2-13(a)(4) of the Code of Ordinances for the Town of Bluffton which requires that Town Council act by Ordinance to convey, lease, or authorize the conveyance or lease of any Town-owned lands, as well as easements and rights-of-sale, the negotiated sale will be submitted to Town Council to hold Second and Final Reading for the adoption of:  
(Continued)

An Ordinance Authorizing the Sale of Certain Property Owned by the Town of Bluffton within Bluffton Village to Dolnick Properties, LLC Consisting of an Approximately 0.63 Acre and Identified as Parcels R610 039 000 0716 0000 and R610 039 000 0722 0000, the Transfer of Development Rights, and the Conveyance of an Infrastructure Easement First Reading – Continued:

*An Ordinance Authorizing the Sale of Certain Real Property owned by the Town of Bluffton to Dolnik Properties, LLC, Consisting of Two Parcels of approximately 0.603 Combined Acres Located in Bluffton Village in the Town of Bluffton, Such Parcels being Assigned Tax Map No. R610-039-000-0716-0000 and Tax Map No. R610-039-000-0722-0000, Along with the Transfer of Developments Rights and the Transfer or Termination of an Infrastructure Easement as Part of the Sale of the Above-Described Real Property and the Establishment of a Restrictive Covenant Against the Above-Described Real Property Prohibiting the Sale of Beer, Wine, Liquor or any other and all other Alcoholic Beverages on the Property.*

4. Preparation of Deed incorporating any terms and/or restrictions from the adopted Town Council Ordinance as necessary.
5. Closing

**Wood moved to have first reading on an Ordinance Authorizing the Sale of Certain Real Property owned by the Town of Bluffton to Dolnik Properties, LLC, Consisting of Two Parcels of approximately 0.603 Combined Acres Located in Bluffton Village in the Town of Bluffton, Such Parcels being Assigned Tax Map No. R610-039-000-0716-0000 and Tax Map No. R610-039-000-0722-0000, Along with the Transfer of Developments Rights and the Transfer or Termination of an Infrastructure Easement as Part of the Sale of the Above-Described Real Property and the Establishment of a Restrictive Covenant Against the Above-Described Real Property Prohibiting the Sale of Beer, Wine, Liquor or any other and all other Alcoholic Beverages on the Property. Lutz seconded. The motion carried unanimously.**

Consideration of an Approval of the Master Plan for Property Referred to as Parcel 10A and 10B within the Buckwalter PUD for Memory Care America Facility and Future Development (Parcel 10A) Consisting of Approximately 89 Acres:

Pat Rooney, Principal Planner, gave an overview.

Section 3.9.2 of the UDO requires that all Master Plan applications be reviewed by the Planning Commission and Town Council. The Planning Commission reviewed and approved this Master Plan application with conditions on June 22, 2016.

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Consideration of an Approval of the Master Plan for Property Referred to as Parcel 10A and 10B within the Buckwalter PUD for Memory Care America Facility and Future Development (Parcel 10A) Consisting of Approximately 89 Acres – Continued:

The Planning Commission recommends Town Council approve the request from University Investments, LLC for the proposed Parcel 10A and 10B Initial Master Plan. This application is not requesting any additional land uses or density over what is already permitted for the property.

The Town of Bluffton approved the Concept Plan for the Buckwalter PUD in April 2000. The Buckwalter Concept Plan, Development Agreement and Amendments define the permitted and uses, development rights, and development standards for all properties within Buckwalter PUD and create the binding framework for this Master Plan Application. The Development Standards provided in Section 5.8.8 of the Buckwalter PUD requires that a Master Plan be provided for any portion of the PUD property that is proposed to be developed.

This Initial Master Plan application encompasses two tracts that are located within the Sand Hill and Buckwalter Commons Planning Tracts of the Buckwalter PUD. The site is currently undeveloped and bounded on the south by Bluffton Parkway, on the north by Parkside, on the east by Buckwalter Place and on the west by undeveloped properties and Hampton Parkway. All surrounding properties, contiguous to this Master Plan, are within the Buckwalter PUD and include a mix of existing and proposed residential and commercial uses. In addition, the majority of the Master Plan area is surrounded by protected wetlands that will create a natural buffer to soften the proposed development from adjacent land uses to the north, east and west.

The adopted Bluffton Parkway Access and Management Plan identify two access locations along Bluffton Parkway. A secondary eastern access to Parcel 10A is also proposed to connect to Buckwalter Place at the extension of Buckwalter Place Boulevard. Other than Memory Care America development proposed on Parcel 10A, the remaining land uses are unknown at this time and will be forthcoming at the time of Development Permit Applications. Future development parcels are subject to the uses permitted within the Buckwalter PUD for the underlying planning tracts. Site development requirements within the Buckwalter PUD are governed by the Development Standards included as part of the original Buckwalter Concept Plan approval.

Planning Commission finds that the requirements of Section 3.9.3 have been met and recommends approval to Town Council with the following conditions:

1. The proposed Memory Care America ingress and egress shall be restudied at Final Development Plan Review to improve safety and traffic circulation at the Eastern Bluffton Parkway access location.

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Consideration of an Approval of the Master Plan for Property Referred to as Parcel 10A and 10B within the Buckwalter PUD for Memory Care America Facility and Future Development (Parcel 10A) Consisting of Approximately 89 Acres – Continued:

2. Staff Recommendations:

- a. Pedestrian connectivity is strongly recommended to the northern boundary with Parkside, to the Eastern Boundary with Buckwalter Place, to the Bluffton Parkway trail system, and internally to create a walkable and bike friendly mixed-use development.
- b. Provide street tree standards similar to other Planned Unit Developments to create a more attractive road network with tree lined streets and to assist with mitigation of tree removal caused by development activity.

**Toomer moved to approve the Master Plan for Property Referred to as Parcel 10A and 10B within the Buckwalter PUD for Memory Care America Facility and Future Development (Parcel 10A) consisting of approximately 89 acres with the Planning Commission and Staff Recommendations as stated. Wood seconded. The motion carried unanimously.**

Consent Agenda:

- a. Monthly Department Reports: Police, Finance/Administration, Engineering, Don Ryan Center for Innovation, and Growth Management
- b. Town Manager's Monthly Report
- c. Bluffton Historic District – Old Town Master Plan Update – Erin Schumacher, Senior Planner:

The Old Town Master Plan serves as a guiding document for future growth and preservation of the Old Town Bluffton Historic District, sets forth principles to protect the National Register Historic District, and serves as a guide for Unified Development Ordinance provisions, application review, and budget and capital improvement programming. Additionally, the Old Town Master Plan was designed to maintain the community character and quality of life that the community offers today. As stated in the Old Town Master Plan, "The Town strives to achieve economic vitality through development and redevelopment while ensuring that Bluffton's community character and historical heritage are preserved." The Old Town Master Plan guides this vision through three principles:

- Preserve and Protect Your Legacy
- Foster Connectedness in all Things
- Nurture Your Memorable Streets

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Consent Agenda – Continued:

- c. Bluffton Historic District – Old Town Master Plan Update Continued – Erin Schumacher, Senior Planner:

The Old Town Master Plan identifies over 100 implementation strategies to assist in achieving the vision for Old Town. These strategies are organized in the following functional areas:

- Policy Recommendations and Regulatory Changes
- Planning Strategies
- Capital Improvement Projects
- Promotion of Old Town
- Economic Development Strategies
- Funding Mechanisms

Since the adoption of the Old Town Master Plan, Town Council has guided the implementation of numerous action strategies through direct input, the Strategic Plan, annual budgeting, and Capital Improvement Program funding. While many of the initiatives have been completed or are in a state of completion, there are still a number of strategies that have not yet been made a priority and therefore no work, or a significant amount of work, has been completed towards their implementation.

- d. Consideration of a Resolution of Intent to Reimburse Expenditures for Vehicles and Equipment Prior to Issuance of Installment Financing Agreement – Shirley Freeman, Director of Finance:

It is recommended that Town Council approves the attached resolution which allows us to refund ourselves for any costs for the purchase of four 2016 Ford SUV Interceptors for the Police Department, a 2016 Ford Transit E1Z Cargo Van for Information Technology, a 2016 Ford Transit E1Z Cargo Van and shelving package, a Big-Tex Heavy Duty Tandem Trailer, a 60" and a 72" Lazer Zero Turn Mower for Public Works with financing when it is issued.

The Town intends to finance the purchase of the above vehicles and equipment. Because of the time required to accomplish this financing, it is recommended that we pass the attached resolution that allows for repayment to the Town for project costs paid prior to the issuance of the financing.

**Toomer moved to accept the Consent Agenda as presented. Lutz seconded. The motion carried unanimously.**

Public Comments:

There were none.

Executive Session:

- a. Legal Advice from Town Attorney Relating to Contractual Matter Involving a Nonprofit Entity (Pursuant to SC FOIA Act Section 30-4-70(a)(2))
- b. Discussions on Proposed Contractual Matters Relating to the Buck Island & Simmonsville Phase 4 Sanitary Sewer Contract (Pursuant to SC FOIA Act Section 30-4-70(a)(2))
- c. Personnel Matters Relating to Boards, Commissions and Committees (Pursuant to SC FOIA Act Section 30-4-70(a)(1))
- d. Discussions of Negotiations Relating to Proposed Contractual Arrangements and Proposed Purchase of Property within the Bluffton Historic District (Pursuant to SC FOIA Act Section 30-4-70(a)(2))

**Hamilton moved for Town Council to go into Executive Session to discuss the abovementioned items. Lutz seconded. The motion carried unanimously.**

Town Council entered into Executive Session at 7:30 p.m.

Actions from the Result of Executive Session:

Mayor Sulka called the meeting back to order at 8:21 p.m. and announced no votes were taken.

**Hamilton moved for Town Council to authorize the Town Manager to approve and execute a contract for construction of the Buck Island & Simmonsville Phase 4 Sanitary Sewer Improvements with the lowest, most qualified bidder, Jordan Construction of Hilton Head, Inc. in the total amount of \$552,810.50 and to authorize a contingency reserve in the amount of \$55,200. The authorization is contingent upon the final approval of the contract documents by the SC State Department of Commerce Community Block Development Grant (CDBG) Grant Administrators. Toomer seconded. The motion carried unanimously.**

Meeting adjourned at 8:23 p.m.

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Mayor

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Town Clerk